



ANNOUNCEMENT

REQUEST FOR PROPOSALS Racial Equity Consulting Services FY24

Sourcing Event ID 8284

Refer to the Request for Proposals (RFP) document for details regarding submission of proposals. Digital files of the RFP documents and addenda must be downloaded at <http://www.sfpublicworks.org/biddocs>.

San Francisco Public Works (Public Works), a department of the City and County of San Francisco (City), seeks proposals from qualified consulting firms to facilitate team conversations on anti-racism and organizational change, and to support implementation of the Racial Equity Action Plan and stay accountable to its goals.

The City intends to award one (1) contract for each Program Area:

Program Area A

Provide racial equity and organizational development trainings and facilitation to help its team members at 49 South Van Ness, which houses staff from three of its divisions (Building Design Construction, Infrastructure Design Construction and Finance/Administration), have essential conversations about racial equity and implement racial equity action items with an anticipated contract amount of \$150,000 for twenty-four (24) months for the initial term. Public Works reserves the right to commence, close, reduce, increase the contract amount, and change the number of contracts to be awarded, consistent with City requirements.

Program Area B

Provide racial equity and organizational development trainings and facilitation to help its team members in its Operations Division have essential conversations about racial equity and implement racial equity action items with an anticipated contract amount of \$85,500 for eighteen (18) months for the initial term. Public Works reserves the right to commence, close, reduce, increase the contract amount, and change the number of contracts to be awarded, consistent with City requirements.

Virtual Pre-proposal conference will be conducted for this RFP on October 4, 2023 starting at 10:00 AM. [Join Microsoft Teams Meeting](#) via link; Meeting ID: 251 529 348 689; Passcode: tkR88M. You may contact the Contract Administrator for the link at ContractAdmin.Staff@sfdpw.org.



Questions regarding the RFP are due by October 6, 2023 at 2:00 PM, by submitting an e-mail, to the Contract Administrator at ContractAdmin.Staff@sfdpw.org.

SUBMISSION: Applicants must submit their application as specified and required in the RFP no later than **Wednesday, October 18, 2023, 2:00 P.M.** Late submittals may not be considered unless you provide evidence of a software error. Additional information and digital files of the RFP Package may be downloaded at no cost at <http://www.sfpublicworks.org/biddocs>. Notices regarding Addenda and other RFP changes will also be posted at this site.

The LBE Sub consulting Participation Requirement for this project has been waived. However, San Francisco Public Works encourage responses from certified City and County of San Francisco LBE's as Prime Contractors. For any CMD-related questions, contact Selormey Dzikunu at (628) 271-2094 or by email at selormey.dzikunu@sfdpw.org.